



WESTON-SUPER-MARE TOWN COUNCIL

WESTON-SUPER-MARE TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE AGENDA

Date: Monday 13th April 2026**Time:** 7.00 pm**Venue:** 32 Waterloo Street

Members of the Finance & General Purposes Committee are hereby summoned to this meeting and reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act s.17 and Equality Act 2010 s.149 when reaching a decision. Members who wish to comment on matters within their ward may attend and address the Committee.

Members: Councillors Ciaran Cronnelly (C), Gillian Bute, Mark Canniford, John Crockford-Hawley, Peter Crew, Robert Payne, Lisa Pilgrim, Robert Skeen, Helen Thornton and Charlie Williams.

Note: Quorum of the Committee shall be 5 of its Members.

7pm – PUBLIC QUESTION TIME (not to exceed 15 minutes)

The Council chamber has allocated seating for a maximum of 16 members of the public.

The public are welcome to make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. Any individual representation is limited to no more than 5 minutes. The Chair will call the representation from those who are indicating that they wish to speak; written representations can also be received in advance of the meeting and are requested to send their public question to committee@wsm-tc.gov.uk or write to the Chief Executive Officer/Town Clerk by 5pm on the working day before the meeting.

- 1. Apologies for Absence and Notification of Substitutes**
- 2. Declarations of Interest**
- 3. To approve the Minutes of the Finance and General Purposes Committee Meeting held on 16th February 2026 (attached) (pages 1-8)**
- 4. To approve the Notes of the DRAFT Devolution Start and Finish Group Meeting held on 11th March 2026 (attached 9-14)**
- 5. To receive the Notes of the Health and Safety Meetings held in February and March 2026 (attached) (pages 15-19)**

FINANCE

6. Monthly Financial Reports January and February 2026

6.1 For Approval

1.1 Schedule of Unapproved Expenditure (attached) (page 20)

6.2 For Noting

2.1 Bank Reconciliations (attached) (page 21)

2.2 Budgetary Control Report (attached) (pages 22-59)

2.3 Bank Interest Report (attached) (page 60-61)

2.4 Schedule of Receipted Income (attached) (page 62)

2.5 Outstanding Balances report (attached) (pages 63-64)

2.6 Overspend report (attached) (page 65)

2.7 Cash Flow Movement between Approved Council Bank Accounts (attached) (pages 66-69)

7. Internal Audit

7.1 To review the Effectiveness of the Internal Auditor for the year 2025/26

To receive the report of the Director of Finance and Resources /Responsible Financial Officer and internal audit form -7.1a for completion (attached) (page 70-79)

7.2 To approve the following Internal Audit Documents for the year 2025/2026:

7.2.1 Auditing Solutions Letter of engagement (attached) (pages 80-81)

7.2.2 Auditing Solutions 5- Year Strategic plan (Years 2021-2026 rolling programme) (attached) (page 82)

7.3 To receive the Second Internal Audit Report for the year 2025/2026

To receive the report from Auditing Solutions and Supplementary action report (internal) (attached) (page 83-93) for noting.

7.4 To approve the approve the Audit programme of works for the internal audit for 2026/2027.

Report of the Director of Finance & Resources (attached) (pages 94-99)

7.4.1 PATAS (Parish and Town Auditing Services) letter of engagement

7.4.2 PATAS (Parish and Town Auditing Services) Audit Plan 2026-2029

8. External Audit-Conflict of Interests Declaration

To receive the report of the Director of Finance and Resources /Responsible Financial Officer and conflict of Interest form- 8.1a for completion (attached) (pages 100-101)

9. To Approve Final Earmarked Reserves and Capital Reserves for the year 2026/2027

To receive the final updates (attached) (pages 102-104)

10. Vehicle Lease update

To receive the report of the Director of Finance and Resources (attached) (pages 105-106)

11. Insurance Services Contract for Approval

To receive the report of the Director of Finance and Resources (attached) (pages 107-109)

GOVERNANCE

12. To receive the Report of the Anti-Racism Champion (attached) (page 110-111)

13. To approve the following Policies and covering reports:

13.1 Community Engagement Plan – New (attached) (page 112-124)

13.2 Procurement Guide – Review (attached) (page 125-150)

13.3 Flag Flying Protocol – New (attached) (page 151-160)

13.4 Bad Debt policy – Review (attached) (page 161-173)

14. Annual review of the the councils Risk Register for the year 2026/2027

To receive the report of the CEO/Town Clerk and Action Plan (attached) (page 174-179)

15. Town Council Strategy Evaluation (2025/26) 2020 – 2030)

To receive the report of the Senior Development Officer (attached) (page 180-211)

Exclusion of Public and Press

To resolve that, under Section 100A(2) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 3 of Schedule 12A of the Act, namely information relating to the financial or business affairs of the authority and/or another party, and that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

16. Old Town Quarry Grant Update

To receive the report of the CEO/Town Clerk (to follow under separate cover)



Sarah Pearse BA (Hons), FSLCC
Chief Executive Officer/Town
Clerk
2nd April 2026

Weston-super-Mare Town Council
32, Waterloo Street
Weston-super-Mare
BS23 1LW
Adopted 21st November 2022

